

**CITY OF AUBURN  
TELECOMMUNICATIONS COMMISSION**

**Thursday, August 13, 2009  
4:30 p.m. to 6:00 p.m.**

Auburn City Hall  
Room 10, 2nd floor  
1225 Lincoln Way, Auburn, CA 95603

**MINUTES**

**1. ROLL CALL AND DETERMINATION OF A QUORUM**

Called to order at 4:38 pm. Commissioners present: Preston, Owens, Mercurio, and Chairman Tonkin; quorum present. Commissioner absent: Schredl.

**2. AGENDA APPROVAL**

Commissioner Owens moved to accept agenda without changes. Commissioner Preston seconded.

**3. PUBLIC COMMENT**

None.

**4. APPROVAL OF MINUTES**

Minutes for the Regular meeting of **May 14, 2009** - Preston moved to approve; Preston seconded.

The minutes were approved unanimously.

Minutes for the Regular meeting of **June 11, 2009** - Mercurio moved to approve; Owens seconded.

The minutes were approved unanimously.

**5. BUSINESS**

**A. Review 2<sup>nd</sup> Quarter 2009 Cable Franchise and PEG fee payments**

The fee payment reports looked good for both the Franchise Fee and Hard Peg Fee; however the Soft Peg payment is still being sent to ACTV and should be sent to the city. We still would like to receive in writing what is included in the "Bad Debt" item. Chairman Tonkin will make another attempt to get both these items corrected.

a. Prepare status report to City.

**B Digital TV Transition**

a. Review action items

Chairman Tonkin provided the report to the city.

b. Assess what impact the transition had on City staff

There was no impact to city staff. No calls were received.

**C Prepare for Quarterly Report to City Council on 8/24/09**

There are some static items; however new items will include our efforts on the digital conversion, and our ability to have provided valuable input relating to items 6 and 7 on the councils minutes from July 27, 2009.

**D. ACTV Update**

Chairman Tonkin provided the update of which the key item was that they are investigating equipment and systems to upgrade the studio. They will also be looking for grants to help in this effort.

**6. CORRESPONDENCE**

None

**7. INFORMATION AND ANNOUNCEMENTS BY COMMISSIONERS**

None

**8. AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING**

Next regular meeting is scheduled for Thursday, September 10, 2009, 4:30PM, at Auburn City Hall, 1225 Lincoln Way, room 10 second floor. We will review the council's response to our quarterly report

**9. ADJOURNMENT**

The meeting was adjourned at 5:25 PM.